

**WILLIAMSBURG
ARCHITECTURAL REVIEW BOARD MINUTES
Tuesday, October 8, 2002**

CALL TO ORDER AND ATTENDANCE

The regular semimonthly Architectural Review Board meeting was held on Tuesday, October 8, 2002, at 6:30 p.m. in the third Floor Conference Room of the Municipal Building.

Chairman Williams called the meeting to order. Present in addition to Mr. Williams were Board members Ms. Williams, Mr. Freiling, Mr. Walker, Mr. Sandbeck, and Mr. Spence. Absent was Board member Mr. Brendel. Also present were Zoning Administrator Murphy and Zoning Officer Beck.

CONSENT AGENDA

Mr. Williams noted that the applicant had withdrawn ARB# 96-02 due to changes in the drawings submitted for review.

Mr. Williams motioned to approve the consent agenda as presented.

ARB #97-02 Brendel/311 Burns Lane – Reroof Single-Family Dwelling – Approved.

ARB

SIGN #38-02 Runningmeade/106 Mill Neck Road – Free-standing Sign – Approved.

ARB

SIGN #39-02 Gallery at Merchants Square/440-A West Duke of Gloucester Street Building, Free-standing and Awning Signage – Approved.

Recorded vote on the motion:

Aye: Ms. Williams, Mr. Freiling, Mr. Williams, Mr. Walker, Mr. Sandbeck and Mr. Spence.

Nay: None.

Absent: Mr. Brendel.

Abstain: Mr. Freiling, Mr. Sandbeck, and Mr. Spence from ARB Sign# 39-02.

ARCHITECTURAL PRESERVATION DISTRICT

ARB #99-02 G-Square, Inc./102 Delaware Avenue – Addition (deck) & Fence

Jane Powell, tenant at 102 Delaware Avenue, was present to discuss the application noting the following:

- The place was a dump when she moved in with the backyard full of junk and debris including mattress springs, bicycles and trash.

- The rear yard was overgrown with weeds and underbrush. She removed the weeds and underbrush and landscaped the rear yard to make it more habitable.
- The lattice screen was installed to screen her rear yard from the adjacent parking lot.
- She replaced the rotten rear deck at her expense.
- She installed an invisible fence to keep her dogs on her property.

The Board expressed the following concerns:

- Was the screen on the property line or inside the property line? Ms. Powell stated it was inside the property line.
- The Board has been requiring the finished side of the screen to face the adjacent property. Ms. Powell stated that she planned to add landscaping (leyland cypress or red tip photinia) in front of and behind the screen to soften its appearance and could accomplish this by Thanksgiving.
- The Board noted that the **Design Review Guidelines** require the lattice and deck to be stained or painted. Ms. Powell agreed to stain the lattice and deck a natural color.
- The Board asked if the deck would have pickets? It was noted that the Building Code requires pickets if the deck is located more than 30 inches above grade. Ms. Powell agreed to install the pickets if the deck was higher than 30 inches.

Mr. Sandbeck motioned to approve ARB# 99-02 condition upon the following:

- The lattice and deck being stain a natural color to meet the **Design Review Guidelines**;
- That landscaping such as leland cypress and/or red-tip photinia being installed behind and in front of the lattice by Thanksgiving.
- That approval is granted for the installation of 1" pickets for the deck at the owner's discretion or if the Building Code requires pickets for the deck.

Recorded vote on the motion:

Aye: Ms. Williams, Mr. Freiling, Mr. Williams, Mr. Walker, Mr. Sandbeck and Mr. Spence.

Nay: None.

Absent: Mr. Brendel.

Abstain: None.

CONCEPTUAL REVIEW

**ARB #98-02 Williamsburg Presbyterian Church/215 Richmond Road –
Demolition of Church Sanctuary and Administrative/Education
Facility & Addition of New Sanctuary and Support Spaces**

William Thompson, President of Thompson and Wright, Architects, Ltd., was present to discuss the conceptual proposal for Williamsburg Presbyterian Church noting the following:

- The original portion of the church was constructed in 1932 when the church was relocated from Palace Green.
- In the 1950's a classroom addition was added behind the 1932 sanctuary, and in 1992 the fellowship hall and educational center were constructed.
- The existing church seats 278 people and the church currently has three services on Sunday and one service on Saturday to accommodate the church congregation that includes an average of 100 visitors per week.
- The proposed building would increase the seating from 278 to 450 in the congregation with 50 in the choir loft.
- The current sanctuary has maintenance and security problems that would be resolved with the new building.
- The existing church does not have enough room to accommodate the needs of the church's educational and music department.
- The new addition will provide handicapped accessibility to the entire facility.

Mr. Thompson noted the following materials for the proposed addition:

- Brick to match the existing brick on the church to include Flemish bond on the front with dark brick on the other sides with glazed headers. He noted that the same types of glazed headers were proposed for the new addition.
- Raised panel doors.
- Wood shutters to match the existing shutters on the church.
- Tile roof shingles to match the existing shingles on the roof.
- White high profile clad Anderson windows with heavy cast urethane colonial trim.
- Fiberglass steeple.
- Black wrought iron railings to match those existing on the site.

The Board noted the following concerns and asked the applicant to address these when the final plans were submitted for review:

- Clad windows and asked the applicant to investigate other alternatives that would meet the ***Design Review Guidelines***.
- A fiberglass steeple instead of a wooden steeple. Also the change in appearance with the steeple added from the simple design of the 1930's building. Asked the applicant to provide cut sheets and further information with and without the steeple.
- Two large windows on the south elevation (front entrance). Could these be scaled down to keep the appearance of the 1930's building?

- Addition of windows on the east and north elevation to break up the blank wall for the stairs.

Ms. Ruth Baur, Chair of the Building Restoration Project, spoke in favor of the project noting that the church does not want to move out of the City. They are pleased with the new architect and the current design. The steeple was included because it defines the sanctuary portion from the fellowship hall.

Mr. Williams motioned to approve the conceptual plans for ARB# 98-02 conditioned upon the following details being supplied with the application for final approval:

- A rendering of the south elevation with smaller windows to replace the two larger windows on each side of the sanctuary entrance.
- Renderings of the east and north elevations with windows to break up the mass of brick in the stairway section.
- Renderings of the church with and without a steeple.
- Traditional materials and alternatives for the windows.
- Steeple details, including materials and cut sheets.

Recorded vote on the motion:

Aye: Ms. Williams, Mr. Freiling, Mr. Williams, Mr. Walker, Mr. Sandbeck and Mr. Spence.

Nay: None.

Absent: Mr. Brendel.

Abstain: None.

Minutes of September 24, 2002 meeting.

The minutes were approved as presented.

There being no further business, the meeting was adjourned at 7:30 pm.

Jason Beck
Zoning Officer